YOUR THREE CHOICES:	McLean County			
Read all the information below in paragraphs 1-9 before making your choice. CDL holders and drivers under age 18 must choose box A or C.	If you marked A or B, you must read and sign the following.			
A. Plead guilty, pay \$120, unless the citation (ticket) is for speeding 21-30 mph over	I plead guilty.  If I have marked box B, I understand that if I am not eligible for or do not complete Traffic Safety School:  - a conviction for this complaint will be reported to the Secretary of State and  - the fines and fees are not refundable			
the speed limit, then pay \$140. Conviction is reported to the Secretary of State.  Place your signature in the box at the right and mail in this envelope.  DO NOT APPEAR IN COURT.				
Avoid a conviction on your driving record, plead guilty, register for traffic school and receive court supervision, pay \$165 (non refundable), unless the citation (ticket) is for speeding 21-30 mph over the speed limit, then pay \$185 (non refundable). Place your signature in the box at the right.  Fill out the reverse side of this form and mail in this envelope.				
DO <u>NOT</u> APPEAR IN COURT.	X			
C Plead not guilty and request: (check one)  □ Bench Trial Before A Judge □ A Jury Trial □ A Pre Trial	Your Signature Date			
Mail this form in the envelope and the clerk will mail you a trial date.  DO NOT APPEAR IN COURT UNTIL YOU RECEIVE A TRIAL DATE.				
Print Last Name M.I.	Citation			

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## YOU MAY NOT HAVE TO GO TO COURT IN PERSON

YOU WILL NOT APPEAR BEFORE A JUDGE OR HAVE A TRIAL ON THE APPEARANCE DATE ON YOUR CITATION (TICKET).

- 1. This completed form and copy of citation (ticket) must be received by the CLERK OF THE CIRCUIT COURT before the Court Date on your citation (ticket). If not, your fine may increase and your driving privileges may be suspended.
- 2. Money orders or personal checks must be made payable to the CLERK OF THE CIRCUIT COURT or pay online with credit card at www.mcleancountyil.gov. Do not send cash.
- 3. If your citation (ticket) is marked "YOU MUST APPEAR IN COURT," you cannot use this envelope. Your appearance in court is required. Go to the court on the date given on your citation (ticket).
- 4. If your citation (ticket) is NOT marked "YOU MUST APPEAR IN COURT," you have three choices. Read them carefully and put an X in one of the boxes above, follow the instructions and mail this envelope before the court date given on your citation (ticket). Please allow 5 working days for mail delivery.
- 5. Your receipt, drivers license and/or bond card will be mailed to you when you mark box A or B and after your payment is received and processed. Enclose a self addressed, stamped envelope for the return of your receipt, drivers license and/or bond card.

- 6. This procedure does not apply to CDL holders. Choose box C for an appearance in Court.
- 7. This procedure does not apply to drivers under the age of 18. Choose box C for an appearance in Court.
- 8. To register for the Traffic Safety School and avoid a conviction on your driving record, mark box B, place your signature in the box above and fill out the "Registration Form" on the reverse side of this form.
- 9. If you were enrolled in or have completed Traffic Safety School within the past twelve months, you are not eligible to take the four hour course again. If you are found to be ineligible for the 4 hour course, a conviction will be reported to the Secretary of State and your fines and fees are not refundable.

## YOU MUST MAKE YOUR CHOICE AND MAIL THIS ENVELOPE BEFORE THE COURT DATE GIVEN ON THE CITATION/TICKET

## TRAFFIC SAFETY SCHOOL INSTRUCTIONS

Complete this side only if you chose box B.

Fees and registration form must be received by McLean County prior to attending class.

Classes are offered on selected weeknights from 6-10 pm or on Saturdays from 8 am-12 pm or 1-5 pm. Classes are held in McLean County at Heartland Community College, Normal, Illinois.

OUT-OF-COUNTY/OUT-OF-STATE DEFENDANTS - To attend class in another state or county, choose box "B". You must still pay all fees listed next to box "B" to the CLERK OF THE CIRCUIT COURT OF MCLEAN COUNTY. Complete the Registration Form below. You must also pay the registration fees at the defensive driving school where you choose to take the course.

If you choose to attend traffic safety school in another location, you are responsible for locating and completing the course. Additional fees will be required. NOTE: Online classes do NOT meet McLean County requirements.

1. Are you Hispanic or Latino?

□ Asian

Yes Hispanic or Latino

☐ Not Hispanic or Latino

☐ Black or African American

2. Are you from one or more of the following racial groups? American Indian or Alaska Native

**TO REGISTER-** Complete the Registration Form below. This form must be received by the CLERK OF THE CIRCUIT COURT before the Court Date on your citation (ticket) with your \$165 (non-refundable), unless the citation (ticket) is for speeding 21-30 mph over the speed limit, then pay \$185 (non-refundable). Make your personal check or money order payable to the CLERK OF THE CIRCUIT COURT. Do not send cash. Mail this envelope before the court date on your citation (ticket). Please allow 5 working days for mail delivery.

TRAFFIC SAFETY SCHOOL-Your class assignment form will be mailed to you from Heartland Community College. You should receive your class assignment 3-6 weeks from payment date. Your request for class day and time will be honored, if possible. If you cannot attend your assigned class, immediately call Traffic Safety School and reschedule. To reschedule at no fee, call no later than the date printed on your class assignment form. After that date the rescheduling fee is \$25. If you miss your class, you must reschedule a new class and pay \$25. If you have questions about Traffic Safety School, contact their office at (309) 268-8159 between 8:00 AM and 4:30 PM, Monday - Friday.

IF YOU COMPLETE CLASS, YOU WILL NOT NEED TO APPEAR IN COURT-Traffic Safety School will report to the court when you complete your class. No driving conviction will be reported to the Secretary of State.

COURSE COMPLETION GUIDELINES The McLean County Circuit Court REQUIRES that you complete your traffic safety school class at least 30 days before your supervision termination date. If you take the class outside of McLean County, you must mail your ORIGINAL certificate of completion to the Traffic Safety School. The certificate must be received in the Traffic Safety School Office at least 30 days before your supervision termination date. Failure to comply will result in a conviction being entered on your record.

FOR QUESTIONS REGARDING CITATIONS, CONTACT THE MCLEAN COUNTY CIRCUIT CLERK'S OFFICE AT (309) 888-5310

4. Are you in the United States on a Visa - Nonresident Alien?

If ves. please provide home country of origin.

Yes in the United States on a Visa.

Not in the United States on a Visa.

## PLEASE READ AND FILL OUT BELOW\*

□ Native Have White □ White □ Choose not also and a choose not a choose	primary racia Indian or Alas frican Americ waiian or Othe ot to respond	er Pacific Isl I/ethnic grou ska Native an er Pacific Isl	ip (Select one).		□ Doct □ Mast □ Bach □ Assc □ Certi □ Som □ High □ GED □ None □ Unkr	e college School Diploma e er nown	*Inform Heart to fulf	mation required by tland Community Coll fill state reporting requ DL McLean (	uirement
PUT AN X IN THE BOX OF YOUR CHOICE FOR QUESTIONS BELOW		Ī	FOR HCC Empl ID USE ONLY		Co	urse Code		Date Entered	
	CITATION NUMBER				1		DATE OF N	Month Day	Year
When do you want to go to class?	LAST NAME				1			Middle Initial	Sex
1.  Weeknight (6 -10 pm)	FIRST NAME								MF
☐ Saturday (8 am-12 pm) or (1- 5 pm)	CURRENT MAILING ADDRESS	Number	Street						
2. I want to attend Traffic	APARTMENT NO.		CITY					STATE ZIP CODE	
Safety School location outside of McLean	DATE OF BIRTH (MM/DD/YYYY)	-	[-]	DRIVERS LICENSE NUMBER		1   1   1	1 1 1		STATE
County			HOME Area Cod	3	1 1	WORK/ OTHER PHONE (	Area Code	1 1 1 1 1	1 1
□Yes			Case Nun	nber	<del>-</del>	Date of Citation		Supervision Commence	ment Date
NOTE: It is the student's res to schedule and locate a clas			FOR OFFICIAL						
to schedule and locate a clathe area. Additional fees will Online classes do NOT meet County requirements.	be required.		USE Out-of-St ONLY	ate DL Drivers Lic	ense Numb	per		Supervision Terminat	ion Date
		, •	71					•	